United Nations ST/AI/1998/7/Amend.1

Secretariat

8 May 2012

Administrative instruction

Competitive examinations for recruitment or placement in posts requiring specific language skills in the Professional category

1. Pursuant to section 4.2 of Secretary-General's bulletin ST/SGB/2009/4, the Under-Secretary-General for Management amends as follows administrative instruction ST/AI/1998/7 entitled "Competitive examinations for recruitment and placement in posts requiring specific language skills in the Professional category".

2. Section 1 is replaced by the text set out below:

Section 1
General provisions

Language competitive examinations may be held from time to time for the purposes of recruitment or placement in posts requiring specific language skills in the Professional category in accordance with the needs of the Organization. Specific arrangements for such examinations shall be announced well in advance to staff members through the United Nations iSeek intranet and broadcast e-mail messages, and for external candidates through the United Nations Careers Portal. The announcements will provide, inter alia, tentative dates on which the examinations will be held and information concerning the application procedure.

3. Section 2.1 (a) is replaced by the text set out below:

(a) Meets the minimum entrance criteria for that examination, as set out in the relevant announcement;

4. Section 2.2 is replaced by the text set out below:

2.2 An external candidate may apply to take a competitive examination for recruitment to a post requiring specific language skills in the Professional category, provided he or she meets the minimum entrance criteria for that examination, as set out in the relevant announcement.

5. Section 3 is replaced by the text set out below:

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Section 3
Applications

Staff members who wish to apply to take a language examination for recruitment to posts advertised in Inspira shall complete the profile and application sections in Inspira and submit them with all required documents by the deadline indicated in the relevant announcement, which will be made available through the United Nations Careers Portal on iSeek.

6. The present instruction shall enter into force on the date of its issuance.

(*Signed*) Warren **Sach**
Officer-in-Charge
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